

**FREDERICK COUNTY COMMISSION ON AGING MINUTES**  
**FREDERICK SENIOR CENTER**  
**April 12, 2010**

<b>DOA MEMBERS</b>	<b>DOA STAFF</b>	<b>EXCUSED</b>	<b>UNEXCUSED</b>	<b>GUESTS</b>
Earl S. Beck, PhD	Margaret Nusbaum	Cristina Donahue-Taylor		
Rae Ann Butler	Susan M. Ramsburg Recording Sec	David Gray, Comm		
Millard Haines	Carolyn True	Jim Judd		
Lloyd Hoover		Carol Krimm, Alderman		
Diane Julian		Stephen Wilhide		
Ona M. John Kile				
Louise Lynch				
Patricia McGill				
Burt Shawver				
Virginia Skelley				
Robert Wannemacher				

- I. Call to Order – Louise Lynch, Chair,** called the meeting to order at 1:00 pm.

- II. Welcome & Introductions –** – Louise Lynch welcomed all attendees.
- III. Approval of Minutes –** - The minutes of the March 8, 2010 meeting were approved. All were in favor.

- IV. Commissioner's Report –** Commissioner Gray was unable to attend today's meeting.

**Alderman's Report –** Alderman Krimm was unable to attend today's meeting.

- V. Review of the 2009-2010 Strategic Plan, All –** The Executive Committee discussed the possibility of using this strategic plan as a guideline for any ideas for this year. This will become our working tool for the next three years with a goal to have some progress toward fulfilling all goals by 2013. There have been progress points accomplished by this Commission in 2009. This information should be reported to the BoCC as part of the annual report. Data collection is another important aspect of this strategic plan.

**Discussion concerning steps to accomplish goals, All –** There was much discussion on each of the goals and how best to work towards making progress. Highlights will be a separate document attached to minutes.

Goal one is a restatement of the mission of this commission. There should be a more formal process put into place so that actions can be accomplished and recognized. An annual presentation to the BoCC is one portion of the goal that should become a priority. Once it is put in place, a yearly occurrence would be easy to maintain. The CoA will need to develop a format for the report to present. An information sharing presentation could occur at anytime of the year. The steps for this process would be to write the report, schedule the presentation, and present the report. The report should include accomplishments and continued senior needs to include current waiting lists for programs. Ideas for gathering information from municipalities were discussed.

Goal two would include an updated needs assessment. Funding for an assessment by the county has been delayed due to budget issues. The possibility of utilizing local college students to do an informal assessment has been discussed. The old needs assessment could be used as a starting point with the goal to update and include more current information. The condensed version of the previous needs assessment will be made available to new members of the commission. Carolyn is working with some professors from Hood College. They are exploring the possibility of a grant which would be used to train Hood students on database software. This software

could be used to tabulate information on senior needs. One future need is going to be to offer information in other languages.

Goal three is to increase communication of other senior groups in the county. There may be churches or groups that offer services to seniors in their community. It would be a good step to collect this information in order to avoid duplicating services. The DoA would then have other options for referring seniors who are in need. This information could then also be reported to the BoCC. Goal four is similar to goal three and should be accomplished with the work being done on goal three. Two committees should be established from this commission to work on these goals. One committee will work on goals one and two and a second committee to work on goals three and four.

The senior forum is a major goal for each year. This committee cannot be involved in a forum for senior issues this year because it is an election year. Some options would be to join Crestwood Village during their forum or have another organization, such as NARFE, plan and execute a forum. An alternative would be for commission members to attend another forum and ask questions from the floor.

- VI. Update from USM Rally, Virginia Skelley** – Copies of the April 2010 USM News were distributed. Ginny appreciates the quick email responses from members when a vote was required during the legislative session. She has been asked to sit on a subcommittee to review the most recent USM rally.

- VII. Director's Report – Carolyn True**  
The monthly report for March 2010 was distributed.

Letters went out recently to seniors who have been in their homes for twenty-five years or more and have not paid their property taxes. This letter will inform them of programs that may be available to them which subsidize their property taxes or programs which provide other types of financial assistance. It is part of legislation, HB 722, enacted last year due to a senior with dementia losing her home because of unpaid property taxes. One hundred, sixty eight letters were sent out to residents of Frederick County this year, which is a higher number than last year.

Navigating the Nursing Home Journey will be presented again this year. This is a three hour workshop and is very useful for families who are considering nursing home placement. Registration is required. Information was distributed at today's meeting.

The large auditorium in the Frederick senior center will be used this fall by the Board of Elections for early voting purposes. It will be used in September and October for a one week period each month. It will

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cause a disruption to activities in the senior center. It is anticipated that a large number of voters will be in and out of the building during those time periods.

Carolyn distributed an article about how the economy is affecting the older workers. This is an information piece only.

Hal Ehart, former commission member, was the liaison to Partners in Care Advisory Board. The Board meets quarterly. Burt may be interested in becoming the new liaison.

Volunteer Income Tax Assistance preparers have been working at the senior centers. There was an increase in the number of clients served this year.

Two positions at the DoA have been eliminated at this time. The driver position in Urbana and the driver position in Brunswick. Staff and volunteers have been working to ensure there is adequate coverage. The BoCC is agreeable with the DoA using volunteers at this point in time. Four positions have been eliminated in the past two years from this department.

**VIII. Announcements, All –** No announcements were made at this meeting.

**IX. Adjournment –** The meeting adjourned at 3:00 pm.

Respectfully submitted,

Susan M. Ramsburg,  
Recording Secretary

Upcoming Dates:

May 10, 2010 - Commission on Aging, 1 pm at the Frederick Senior Center,  
Frederick, MD 21702

May 24, 2010 COA Executive Meeting, 1:00 pm at the Frederick Senior Center